

COOPERATIVE EDUCATIONAL SERVICE AGENCY #4

The Board of Control met on Wednesday, May 6, 2020 at the CESA #4 Office, 923 East Garland Street, West Salem, Wisconsin.

Chairman Dave Amundson called the meeting to order at 6:35 p.m.

Board Members Present: David Amundson, Kevin Bauman, Dawn Comeau, Larry Cyrus, Julie Meyers, Aaron Nemeck, Gerald Roethel, Sarah Staff and Jim Wright.

Board Members Present Via Zoom Connection: Mary Jo Rozmenoski

Excused: Jane Halverson

Also present: Cheryl Gullicksrud, Wayde Pollock, and Michelle Kotek

PUBLIC INPUT

None

APPROVAL OF MEETING AGENDA

Dawn Comeau moved to approve the meeting agenda as distributed. Sarah Staff seconded the motion. Motion carried.

READING AND APPROVAL OF APRIL 14, 21, 22, 28, 2020 MEETING MINUTES

Sarah Staff moved to approve the meeting minutes of the April 14, 21, 22, and 28, 2020 meetings. Dawn Comeau seconded the motion. Motion carried.

APPROVE VOUCHERS AND FINANCIAL STATEMENTS FOR THE MONTHS OF MARCH AND APRIL

Dawn Comeau moved to approve the vouchers and financial statements for the months of March and April 2020. Julie Meyers seconded the motion. Motion carried.

APPROVE HEALTH INSURANCE RENEWAL FOR 2020-21

Dawn Comeau moved to approve the WCA Trust Health Insurance Renewal for 2020-21 with a 6 percent rate increase. Jim Wright seconded the motion. Motion carried.

APPROVAL OF PERSONNEL CONTRACT

Dawn Comeau moved to approve the contract for Kelly Demers, Full-Time School Psychologist (new position) for the 2020-21 school year. Jim Wright seconded the motion. Motion carried.

APPROVE PERSONNEL CONTRACT LISTING FOR 2020-21

Dawn Comeau moved to approve the personnel contracts for 2020-21 as per the distributed listing. Kevin Bauman seconded the motion. Motion carried.

DISCUSSION ON TELEPHONE UPGRADE

Cheryl discussed the two quotes currently received and after consensus was determined to table the agenda item to gather additional quote(s) and data and bring back to the June meeting.

AGENCY ADMINISTRATOR'S REPORT TO THE BOARD

WASB Workshops: \$65 per person

- Understanding Your Legal Roles and Responsibilities – May 12 or May 14
- How to Plan and Conduct Effective Board Meetings – May 20 or May 27

CESA 4 Activities and Regional News

1. April PAC meeting:

- The new online CESA 4 Catalog of Services was reviewed.
- Superintendents discussed a variety of topics related to challenges caused by the COVID-19 pandemic and the Safer-at-Home order.

2. CESA 4 Superintendents are being provided a weekly opportunity to connect as a group to discuss issues. These online sessions are highly attended. Similarly, Special Education directors and other groups of teachers/Administrators are also meeting on a regular basis with the facilitation of CESA 4 staff. Agency staff have also created collections of resources for our educators, so answers to common questions and links to the most up-to-date and informative sources of information are available in one location. The list of paraeducator professional development resources has been especially noted by district staff as a much-appreciated source of helpful information.

3. CESA 4 staff have moved the delivery of services to an online environment. Itinerant teachers continue to meet with students and communicate with parents and district staff using technology resources. Directors are meeting with teachers and administrators using ZOOM and other similar online communication methods.

4. The selection and purchase of a learning management system (LMS) has been a topic of discussion among the CESA 4 directors for the past year. A learning management system, such as Canvas or Schoology, would provide a framework for standardizing the format of online professional development materials throughout the Agency. The changeover to a completely online service delivery model as a result of the pandemic has moved the need for a LMS to a top priority. As a result, a decision has been made to purchase Canvas. The program will be installed within the next month, and staff members will be trained on the system as soon as possible.

5. Our dental carrier, Delta Dental, is providing a 50% reduction in customers' premium costs for the month of May. Contact has also been made with the carrier of our car insurance and the company our vehicles are leased from to inquire about potential discounts or refunds. To date, no reductions in fees have been provided, but efforts will continue.

6. The first review of all sections of the NEOLA policies has been completed, and drafts are being prepared for Board approval starting in June. All previous policies, unless invalidated by law changes or no longer considered recommended practice, have been incorporated into

NEOLA policies. The number of new policies that will be recommended for approval is much larger than I originally anticipated, so a plan for reviewing policies in sections will be provided for Board consideration at the June meeting.

Sarah Staff motioned to approve the Agency Administrator's Report. Dawn Comeau seconded the motion. Motion carried.

ADJOURN TO CLOSED SESSION UNDER WI STATUTE 19.85 1 [c] TO REVIEW AND SCREEN ADMINISTRATOR APPLICATIONS

Julie Meyers moved to adjourn to closed session. Dawn Comeau seconded the motion. Roll call vote was taken: David Amundson – aye; Kevin Bauman – aye; Dawn Comeau – aye; Larry Cyrus – aye; Julie Meyers – aye; Gerald Roethel – aye; Mary Jo Rozmenoski – aye; Aaron Nemec – aye; Sarah Staff – aye; Jim Wright – aye.

Excused: Jane Halverson

Adjourned into closed session at 7:25 p.m.

Sarah Staff moved to return to open session. Dawn Comeau seconded the motion. Roll call vote was taken: David Amundson – aye; Kevin Bauman – aye; Dawn Comeau – aye; Larry Cyrus – aye; Julie Meyers – aye; Gerald Roethel – aye; Mary Jo Rozmenoski – aye; Aaron Nemec – aye; Sarah Staff – aye; Jim Wright – aye.

Excused: Jane Halverson

Reconvened to open session at 7:57 p.m.

REPORT OUT

Dawn Comeau moved to approve 2 percent increase to employee compensation for 2020-21. Aaron Nemec seconded the motion. Motion carried unanimously.

Dawn Comeau moved to approve a contract for Dr. Kehl Arnson as the new CESA #4 Agency Administrator as of July 1, 2020. Julie Meyers seconded the motion. Motion carried unanimously.

ADJOURNMENT

Sarah Staff moved to adjourn. Dawn Comeau seconded the motion. Motion carried. Adjourned at 8 p.m.

Next Meeting: Wednesday, June 3, 2020 at 6:30 p.m. at CESA #4.

Respectfully submitted,
Michelle Kotek